

## Admission Application

The University of North Texas is a selective university and does not guarantee admission of all applicants. It is recommended that students apply well in advance of the stated application deadlines. **Many departments have earlier deadlines that vary by program.** (See the departmental sections of this publication and the departmental web site for these program-specific dates.)

Applications are submitted online at [www.applytexas.org](http://www.applytexas.org). Application is made through the Toulouse School of Graduate Studies.

Some funding opportunities require early admission to the program to ensure eligibility. Please consult the department and the graduate school regarding deadlines.

## Admission Application Fee

U.S. citizens and permanent resident aliens applying to the University of North Texas Toulouse School of Graduate Studies must pay a \$50 non-refundable admission application fee. The fee must be paid in U.S. dollars.

International students applying to the University of North Texas Toulouse School of Graduate Studies must pay a \$75 non-refundable admission application fee. The fee must be paid in U.S. dollars.

Admission applications will not be processed until the application fee is received. Admission decisions will be made after all academic credentials are received and evaluated.

Contact the Toulouse School of Graduate Studies for more information at 940-565-2636, 888-UNT-GRAD, Dallas-Fort Worth metro 817-267-3731, or by e-mail at [gradadmission@unt.edu](mailto:gradadmission@unt.edu).

## Admission Deadlines

The following are deadlines for submission of complete application materials for all students seeking on-time registration *except* those applying for admission to programs with earlier deadlines (see departmental information).

### Fall 2009

- July 15, 2009, for classes beginning Aug. 27, 2009

### Spring 2010

- Nov. 15, 2009, for classes beginning Jan. 19, 2010

### Summer 2010

- May 1, 2010, for classes beginning May 17, 2010
- May 15, 2010, for classes beginning June 7, 2010
- June 15, 2010, for classes beginning July 12, 2010

### Fall 2010

- July 15, 2010 for classes beginning August 26, 2010

*Students who submit applications after these dates, if accepted, will have to register during the late registration period and pay a late registration fee. Admission deadlines are subject to change. For more information, visit [www.gradschool.unt.edu](http://www.gradschool.unt.edu).*

## Requirements for Admission to the Toulouse School of Graduate Studies

### General Admission Requirements

Applications for graduate study are made through the Toulouse School of Graduate Studies, regardless of degree program.

All applicants for admission to the Toulouse School of Graduate Studies must meet the following requirements, whether or not admission to a specific degree program is sought.

1. The applicant must hold a bachelor's degree or its equivalent from a regionally accredited institution.
2. Specific grade point average (GPA) requirements for certification-only, non-degree and degree-seeking students follow. The GPA is calculated by dividing the total number of grade points earned by the total number of semester hours attempted (A equals four grade points, B equals three, C equals two, D equals one, F equals zero).

a. **Non-Degree, Teacher Certification/Endorsement and Graduate Academic Certificate-Only Students.** The applicant must have at least a 3.0 GPA on the last 60 undergraduate semester hours of work (or the whole semester closest to the last 60 hours) prior to receiving the bachelor's degree or a 2.8 GPA on all undergraduate work used to complete the bachelor's degree to receive unconditional admission to the Toulouse School of Graduate Studies. Applicants who have already completed a master's degree must have at least a 3.4 GPA on the master's or meet the undergraduate GPA standards listed above to be admitted unconditionally.

Applicants with a GPA between 2.8 and 3.0 on the last 60 undergraduate semester hours (or the whole semester closest to the last 60 hours) prior to receiving the bachelor's degree, or an overall undergraduate GPA between 2.6 and 2.8, or a GPA between 3.0 and 3.4 on a completed master's degree, may be considered by individual review by the graduate dean for provisional admission.

Applicants with a GPA below 2.8 on the last 60 semester hours (or the whole semester closest to the last 60 hours) and with an overall undergraduate GPA below 2.6, or below 3.0 on a completed master's degree, are not eligible for admission to graduate study.

Non-degree and certification-only students who meet the minimum GPA requirements for admission to graduate studies are not required to submit

standardized admission test scores. Graduate Academic Certificate programs may have additional admission requirements and deadlines to be eligible for the certificate. Consult the Graduate Academic Certificate program director for details.

b. **Degree-Seeking Students.** The applicant must have at least a 3.0 GPA on the last 60 undergraduate semester hours of work (or the whole semester closest to the last 60 hours) prior to receiving the bachelor's degree or a 2.8 GPA on all undergraduate work used to complete a bachelor's degree to be considered for unconditional admission to the Toulouse School of Graduate Studies for master's study. Applicants who have already completed a master's degree must have at least a 3.4 GPA or meet the undergraduate GPA standards listed above to be admitted unconditionally for a second master's degree or doctoral study.

All students seeking admission to a graduate degree program are required to meet a standardized admission test score requirement. Some programs may require specialized sections of a standardized exam (e.g., the GRE writing test). Some programs require other materials (e.g., a writing portfolio, an art portfolio or an audition, etc.). For the applicable standardized admission test and **any additional admission requirements**, contact the academic program.

Requirements for admission to specific degree programs may differ from the minimum requirements for admission to the School of Graduate Studies. Specific requirements for admission to a degree program may be found in the appropriate departmental section of this catalog or the program web site. Admission to the Toulouse School of Graduate Studies does not imply admission to a degree program.

Applicants with a GPA between 2.8 and 3.0 on the last 60 undergraduate semester hours (or the whole semester closest to the last 60 hours) prior to receiving the bachelor's degree, or an overall undergraduate GPA between 2.6 and 2.8, or a GPA between 3.0 and 3.4 on a completed master's degree may apply to the School of Graduate Studies and be considered by individual review by the department for provisional admission.

Applicants with a GPA below 2.8 on the last 60 semester hours (or the whole semester closest to the last 60 hours) prior to receiving the bachelor's degree and with an overall undergraduate GPA below 2.6, or below 3.0 on a completed master's degree are not eligible for admission to graduate study.

3. All students seeking admission to a graduate degree program are required to meet a standardized admission test score requirement. Some programs may require specialized sections of a standardized

exam (e.g., the GRE writing test). Degree programs may require other materials (e.g., a writing portfolio, an art portfolio or an audition, etc.). For standardized admission test and additional admission requirements, contact the academic program.

4. The applicant may be required to take entrance examinations, either oral, written or both, before admission to the degree program is granted.

5. The university requires any applicant from a foreign country who is admitted to the university to demonstrate satisfactory proficiency in oral and written English prior to beginning course work. Prospective applicants should inquire at the nearest American Embassy, Consulate or Information Center to arrange for whatever language examination may be required.

6. To be considered for admission, the applicant should file the following official credentials with the dean of the Toulouse School of Graduate Studies:

- a. complete official transcripts from all colleges or universities attended,
- b. an application for admission to the Toulouse School of Graduate Studies ([www.ApplyTexas.org](http://www.ApplyTexas.org)),
- c. official scores from the testing service on the required entrance test (see below), and
- d. the application fee.

*The mailing address for the University of North Texas Toulouse School of Graduate Studies is 1155 Union Circle #305459, Denton, TX 76203-5017.*

7. An applicant who has attempted graduate work at another institution within the six-year period immediately prior to first enrollment as a graduate student at UNT, but who has not received a graduate degree, will be required to make up any grade point deficiency below a B average either at the institution at which graduate work was attempted or at UNT. (See "Time Limitations" in the Master's Degree Requirements section for details concerning validity of previous graduate work.)

8. Admission to the Toulouse School of Graduate Studies does not imply admission to candidacy for a graduate degree.

9. Applicants for admission are furnished written notification of their admission status by the dean of the Toulouse School of Graduate Studies. Statements by other university officers concerning the applicant's admissibility are not valid until confirmed by the graduate dean in writing.

10. Students who hold a bachelor's degree from a regionally accredited institution and who wish to pursue further study at the undergraduate level or to obtain a **second bachelor's degree** must apply for admission to the university through the Toulouse School of Graduate Studies.

### Other Admission Requirements

In addition to meeting the general requirements, applicants for admission to any specific degree program also must meet the following requirements.

1. The applicant for graduate study ordinarily must have completed no fewer than 24 semester hours of undergraduate work in the intended major field, 12 of which must be advanced. In certain fields this requirement has been modified. (Refer to departmental requirements.)
2. An applicant desiring to pursue graduate work in any field and whose undergraduate record does not show completion of the courses prerequisite to this major will be required to make up such deficiencies in a manner prescribed by the student's major department.
3. Students wishing to change from one major field to another must make application in the office of the graduate dean and must meet all specific program admission requirements for the new major.

### Required Standardized Admissions Test

All students seeking a graduate degree are required to meet a standardized admission test score requirement. Only official score reports from the testing service are acceptable. For specific advanced test requirements in certain fields, consult subsequent sections of this catalog that describe individual programs.

For master's and doctoral degree-seeking students, a standardized admission test score must be submitted or the alternative criteria satisfied no later than the first term/semester of enrollment in a graduate degree program. Some departments require the submission of scores prior to admission and beginning course work. Check the appropriate department section of this catalog for further information.

Until the admission test requirement is met or the alternative criteria satisfied, the graduate student may be granted provisional admission only. If the test requirement is not met by the end of the first term/semester of enrollment, provisional admission will be canceled and the student will be limited to taking undergraduate courses for undergraduate credit only for one term/semester after their provisional term/semester. The student will not be allowed to register for any courses in subsequent terms/semesters until the admission test requirement is satisfied. The student can be reinstated to graduate study and to full admission status to the graduate degree program when the test requirement for admission to the degree program has been met.

The following procedures govern provisionally admitted students who have not taken the appropriate standardized test.

Students provisionally admitted to a degree program in the fall, spring, or summer term/semester without the standardized test scores must submit acceptable test scores prior to the completion of their first term/semester of enrollment. Early registration for subsequent terms/semesters will not be permitted if standardized test scores are not received from the appropriate testing service prior to early registration or the alternative criteria are not satisfied. Regular registration for subsequent terms/semesters also will not be permitted unless the standardized test provision is met.

In no case may students who have not met the standardized admission test requirement or alternative criteria (a) be admitted to candidacy for any degree, (b) file application to receive such degree, (c) be permitted to enroll in such courses as thesis, dissertation, problem in lieu of thesis, internship, practicum, etc. (d) change their major to another degree program, or (e) submit an application for a concurrent program. Students may experience a loss of financial eligibility if they fail to satisfy their provisional admission and elect to register for undergraduate course work for a semester.

### Admission of Continuing Students

Continuing students are those who have been officially enrolled at UNT at least once during the 12 consecutive months **prior** to the term/semester of planned enrollment and/or have not received a degree during the same period. Students who receive a degree and reapply to the university are considered new graduate students.

Continuing students do not need to reapply to the Toulouse School of Graduate Studies to enroll if they meet all of the following conditions:

1. have not received a degree from UNT since last enrollment,
2. will re-enroll in the same major as when last enrolled, and
3. do not have any current holds on their record (i.e., admission test or academic).

Students meeting *all* of these conditions are eligible for web registration during early registration or regular registration. Instructions are available in the schedule of classes at [www.unt.edu/registrar/schedule.htm](http://www.unt.edu/registrar/schedule.htm).

Students who are unsure about whether they meet all of the above conditions for re-enrollment should contact the Toulouse School of Graduate Studies prior to the registration period for further information.

## Readmission of Graduate Students

Students who have previously been admitted to the Toulouse School of Graduate Studies but who have not enrolled at UNT at least once during the 12 consecutive months **prior** to the term/semester of planned enrollment must follow these re-enrollment procedures:

1. file an admission application,
2. pay the application fee (if applicable), and
3. submit transcripts from all colleges attended (if any) since leaving UNT, showing eligibility to re-enroll at each institution.

Former students who have not enrolled elsewhere since leaving UNT and who are in good academic standing are required to submit an admission application and application fee (if applicable).

## Preliminary Admission of Seniors to Graduate Study

Seniors within 12 semester hours of graduation may apply to the graduate dean for permission to take courses to be applied toward the master's degree, provided that at the time of application they appear to be eligible for admission to the Toulouse School of Graduate Studies and that the specific courses are approved by the dean in advance of registration. A student in this status may not enroll for a load exceeding the maximum permitted for graduate students. Preliminary admission of seniors to the Toulouse School of Graduate Studies remains provisional for up to a maximum of two terms/semesters. If the student has not completed the bachelor's degree during this period, provisional admission to the Toulouse School of Graduate Studies will be canceled. When the bachelor's degree has been awarded, the applicant's undergraduate record will be examined to determine eligibility for graduate study.

**Note:** students admitted to graduate study prior to completion of the bachelor's degree and who are receiving financial aid should check with the financial aid office to prevent disruption of aid.

## Courses Taken for Doctoral Credit by Master's Degree Students

Students completing the master's degree at UNT who plan to continue work toward the doctorate are required to submit application for readmission to the Toulouse School of Graduate Studies in doctoral status. Those who wish to begin taking courses to be credited on the doctorate prior to receiving the master's degree must declare this intention in the office of the graduate dean at the time of registration in such status so that doctoral work may receive

proper credit. Final acceptance of such work will not be granted until the student has secured full admission to a specific doctoral program of study.

## Requirements for a Second Bachelor's Degree

Students who wish to obtain a second bachelor's degree must hold a bachelor's degree from a regionally accredited U.S. institution or an equivalent credential from a foreign institution recognized by UNT's Office of International Admissions. U.S. citizens and permanent residents apply directly to the Toulouse School of Graduate Studies for admission. International students apply to UNT's Office of International Admissions.

To be eligible to receive a second bachelor's degree, the student must meet all of the current requirements for the second bachelor's degree, including 12 hours of advanced courses in a field different from the major of the first bachelor's degree. Specific requirements for the second bachelor's degree are found in the current undergraduate catalog. Advising is provided by the college in which the second bachelor's degree is sought.

## Admission to Non-Degree Status

The university recognizes that some students may wish to be admitted to the Toulouse School of Graduate Studies for the purpose of taking courses not necessarily leading to an advanced degree (i.e., prerequisites for admission to a degree program). Admission to the Toulouse School of Graduate Studies will be granted subject to the following provisions.

1. The applicant must meet all of the *general* admission requirements described previously.
2. The student in this status is required to receive *graduate* credit in all graduate (5000- and 6000-level) courses taken, and must maintain an average of B on all such courses attempted. Non-degree students are entitled to enroll in any graduate-level class that is not restricted.
3. A student admitted to non-degree or certification-only status has no assurance that work completed under this status will be applicable toward degree requirements should he or she subsequently be admitted to a degree program at UNT. **A maximum of 12 semester hours earned prior to admission to a degree program may be counted toward degree requirements. Successful completion of graduate courses by non-degree or certification-only students does not obligate the university to grant admission to a degree program at a later date.** When all general and specific requirements for admission to a degree program



have been met, a student may request that a change of major application be forwarded to the degree program area for evaluation.

4. A student who wishes to change from non-degree or certification-only status to degree-seeking status must have standardized admission test scores on file in the Toulouse School of Graduate Studies at the time the application is submitted. In other words, students will not be allowed to change from non-degree or certification-only status to degree-seeking status without having a standardized admission test score at the time they apply for admission to a degree program.
5. International students are not eligible to apply for admission to non-degree status.
6. Enrollment for graduate credit in courses in the College of Business must be approved in advance of registration by the College of Business and is limited to 12 hours.

## Admission Requirements for Students Who Change Major

For students who wish to change from one major to another major at UNT, a change of major form must be filed in the Toulouse School of Graduate Studies. No change of major will be accepted for students who are on probation, or are otherwise not in good standing with the university. In addition, a student must satisfy the standardized admission test requirement for the intended major prior to submitting the request form. The applicant will go through the same admission process as any new student applying for admission to a UNT graduate program. The student's file will be sent for consideration to the graduate advisor in the proposed major.

## Conditional Admission of Students with Low Grade Point Average

For students who wish to pursue a graduate-level degree at the university (except the College of Business), but who do not meet the Toulouse School of Graduate Studies grade point average (GPA) entrance requirements, the following regulations apply.

1. The student can complete a 15-hour program of 3000- or 4000-level courses for undergraduate credit beyond the bachelor's degree to demonstrate the ability to undertake graduate-level work. Specific courses are chosen in consultation with the graduate advisor of the intended major department and are approved by the graduate dean. A grade of A or B is required in each course. Courses taken at another institution will only be included in the 15 hours in exceptional cases with the approval of the intended

major department and the graduate dean. Courses taken to qualify for admission cannot be used to fulfill graduate degree requirements.

2. Completion of the 15-hour leveling program does not imply admission to a degree program or eligibility for certification programs at UNT. It is the responsibility of the student to determine, in consultation with the program, if the 15-hour leveling program will help the student reach the goal of program admission. **To maximize the benefit to the student, this determination should be made prior to enrolling in the 15-hour program.**

3. The student must satisfy the standardized admission test requirement specified by the intended major department **prior** to being admitted to a graduate degree program and beginning graduate-level work.

For students desiring admission to a degree in the College of Information, the standardized admission test score must be submitted prior to beginning the 15-hour program.

## Academic Fresh Start

For students who were admitted to a Texas public university under the Academic Fresh Start law, earned a baccalaureate degree, and desire to apply for admission to a postgraduate or professional program, the graduate school will consider only the grade point average of the applicant that was completed after enrollment under this law, along with the other standard admissions criteria detailed in this catalog.

## International Students

Applicants who do not hold either U.S. citizenship or U.S. Permanent Resident Alien status in the U.S. should apply to the International Admissions Office.

### Application Deadlines

Undergraduate: Submit all documents at least six months before enrollment date.

Graduate: Submit all documents at least six months before enrollment date. Some departments have much earlier application deadlines. Check application deadlines with the department.

### Three Types of Admission

#### Direct UNT Admission

Undergraduate: With proof of English language proficiency. (See "English Language Proficiency Measure" chart.)

Graduate: With proof of English language proficiency (See "English Language Proficiency Measure" chart.) and all other departmental requirements ([www.unt.edu/departmentscontactinfo.htm](http://www.unt.edu/departmentscontactinfo.htm)).

<b>English Language Proficiency Measure</b>	
<b>Proficiency Measure</b>	<b>Score Required</b>
<b>English language study at UNT</b>	
Completion of the Intensive English Language Institute (IELI)	Graduation from Level 6
<b>English language proficiency tests</b>	
CAE (Certificate in Advanced English) <i>www.cambridgeesol.org/exams</i>	B or higher
CPE (Certificate of Proficiency in English) <i>www.cambridgeesol.org/exams</i>	C or higher
IELTS–Academic (International English Language) <i>www.ielts.org</i>	Overall band 6.5 or higher
TOEFL (Test of English as a Foreign Language) <i>www.ets.org</i> Score must be less than 2 years old unless the student has been continuously studying at a U.S. college/university.	213 computer 79 iBT 550 International paper
GCE, GCSE, IGCSE <i>www.cie.org.uk</i>	C or higher in English Language
WASC, KCSE, SSCE	B or higher in English Language
SAT Critical Reading and Writing	500 or higher on Reading and 9 or higher on Writing
MELAB–Official version (Michigan English Language Assessment Battery) <i>www.lsa.umich.edu/eli/testing/melab</i>	80 or higher
Advanced Placement language and composition exams	3.0 or higher on both sections
<b>Courses/degrees/diplomas</b>	
High school (3 years), Associate’s, Bachelor’s, Master’s or Doctoral Degree earned in the U.S. or other English speaking countries: Anguilla, Antigua/Barbuda, Australia, Bahamas, Barbados, Belize, Bermuda, British Guyana, Canada (except Quebec), Cayman Islands, Dominica, Falkland Islands, Fiji, Grenada, Guam, Guyana, Ireland, Jamaica/other West Indies, Liberia, Montserrat, New Zealand, South Africa, St. Helena, St. Kitts and Nevis, St. Lucia, St. Vincent, Trinidad and Tobago, Turks and Caico Isle, United Kingdom and Virgin Islands.	Graduation with a degree
IB (International Baccalaureate) <i>www.ibo.org</i>	Grade 5 or higher
English Composition I and II passed at a U.S. institution, which counts as transfer credit at UNT (not ESL courses)	B or higher
Articulation partnerships with international institutions	As pre-arranged

**Conditional UNT Admission**

1. UNT Undergraduate and Intensive English Language Institute (IELI).
2. UNT Graduate and Intensive English Language Institute (IELI).
3. UNT Graduate and Graduate Preparation Course. Students must show English language proficiency to be admitted.

**English Language Study Only**

UNT’s Intensive English Language Institute (IELI).

**Application Form**

Paper: Download and print the UNT International Student Application for Admission at [www.international.unt.edu/admissions/apply.html](http://www.international.unt.edu/admissions/apply.html)

Online:

UNT application: [www.applytexas.org](http://www.applytexas.org)

IELI application: [international.unt.edu/forms/apply-ieli/program/lang/en\\_US](http://international.unt.edu/forms/apply-ieli/program/lang/en_US)

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**Application Fee**

The non-refundable application fee must be received for the admission processing to begin. Direct UNT Admission–Undergraduate and Graduate: \$75  
Conditional UNT Admission–Undergraduate and Graduate: \$150  
English language study only–IELI only: \$ 75

**Send all application forms and documents to:**

UNT International Admissions Office  
University of North Texas  
1155 Union Circle #311067  
Information Sciences Building, Room 288  
Denton, TX 76203-5017 U.S.A.  
E-mail: international@unt.edu  
Telephone: 940-565-2442  
Fax: 940-565-4822

**Graduate Preparation Course**

Applicants who are non-native speakers of English may be eligible for the Graduate Preparation Course (GPC) as a substitute for the GRE verbal test score required for many graduate programs. Acceptance of the GPC as a GRE verbal score substitute is entirely at the option of an academic unit. The graduate school maintains a list of academic areas that have opted to accept the GPC substitute for the GRE verbal score. Prior to enrolling in the GPC, applicants should contact the academic unit or the graduate school to determine whether the academic unit accepts GPC students. Written authorization from the academic unit is required prior to enrolling in the GPC.

The GPC is an intensive semester-long course of advanced English-language skills conducted by the UNT Intensive English Language Institute (IELI). Applicants eligible for the GPC must have successfully completed level six of the IELI or have met current UNT English proficiency (i.e., TOEFL) requirements, and must have conditional admission to a UNT graduate program. Each GPC applicant must also complete one 3 semester credit hour graduate-level course (or another course, as specified or approved by the department) at UNT in the applicant's selected major area and submit a grade of B or better.

Applicants successfully completing the GPC may receive a waiver of the verbal GRE score, but must complete all other admission requirements of the graduate school and the academic unit including other sections of the required standardized test.

**Admission or Re-enrollment as Related to Personal Conduct and Admission Falsification**

It is the responsibility of the director of admissions to refer to the Center for Student Rights and Responsibilities any application for admission or re-enrollment that indicates possible ineligibility of the applicant on grounds involving personal conduct. The potential of the applicant to benefit from university attendance, as well as the welfare and safety of the student body and of the university, will be carefully considered before permission to enroll will be granted.